

## Approval Levels for CD-570 Small Business Set-Aside Review

The contracting officer is required to submit a CD-570 Small Business Set-Aside Review form for contracts, including task and delivery orders, valued over \$100,000, and for modifications to existing contracts that add new work valued over \$500,000 or that will increase the total contract cost to over \$500,000.

Action			Bureau CO	Bureau SBS	OSDBU	SBA PCR
<b>NEW REQUIREMENT: (Contract, Task Order, Delivery Order)</b>						
Not consolidated	SB	contract or task/delivery order	√	√		
Not consolidated	OTSB	contract	√	√	√	√
Not consolidated	OTSB	task/delivery orders	√	√	√	
Consolidated	SB	contract or task/delivery order	√	√		
Consolidated	OTSB	contract or task/delivery order	√	√	√	√
<b>FOLLOW-ON REQUIREMENT OR RE-COMPETE ACQUISITION: (Contract, Task Order, Delivery Order)</b>						
Not consolidated	SB	contract or task/delivery order	√	√		
Not consolidated	OTSB	contract	√	√	√	*
Not consolidated	OTSB	task/delivery orders	√	√	√	*
Consolidated	OTSB	contract or task/delivery order	√	√	√	√
<b>CONTRACT MODIFICATION:</b>						
N/A	SB	Modification to add new work	√	√	√	
N/A	OTSB	Modification to add new work	√	√	√	

\* If the proposed acquisition is currently being provided by a small business concern and the contracting officer contemplates that the follow-on/re-compete acquisition will not be set-aside for small businesses (partial or full), the SBA PCR must approve acquisition.

1. **Acquisition cost** – total cost of the contract, task order, and delivery order including all options.
2. **SB** – Small Business
2. **OTSB** – Other Than Small Business
3. **Task and delivery orders** – Orders placed under Multiple Award Contract (e.g., GSA multiple award schedule contract), Government-wide Acquisition Contract, Indefinite-Delivery/Indefinite Quantity type contract, and Blanket Purchase Agreement.
4. **Consolidated (also known as contract bundling)** – Consolidating two or more procurement requirements for goods or services previously provided or performed under separate, smaller contracts into a solicitation of offers for a single contract that is unlikely to be suitable for award to a small business concern (The Small Business Reauthorization Act of 1997).
5. **SBS** – Bureau Small Business Specialist
6. **SBA PCR** – Small Business Administration Procurement Center Representative